

SECRET

UNITED STATES INTELLIGENCE BOARD  
HUMAN SOURCES COMMITTEE

OFFICE OF THE CHAIRMAN


HSC-C-004  
28 March 1973

MEMORANDUM FOR THE HUMAN SOURCES COMMITTEE

Subject: Procedures for Implementing HSC  
Sponsorship of the Current Intelligence  
Reporting List and the Intelligence  
Reporting Guide

The attached procedures for implementing Committee  
sponsorship of the CIRL and IRG are forwarded for your  
information. They will be the subject for discussion at  
the Committee meeting scheduled for Wednesday, 4 April.

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Executive Secretary

Enclosure:  
a/s

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## IMPLEMENTING HSC SPONSORSHIP OF THE CIRL/IRG PUBLICATIONS

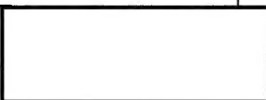

### Procedures

1. Each HSC member selects and identifies to the Executive Secretary his agency's CIRL representative. This representative will be responsible within his agency for:
  - a. familiarizing intelligence analysts with the HSC CIRL and IRG publications;
  - b. ensuring that contribution notices are disseminated to appropriate production components;
  - c. providing the focal point for reviewing his agency's contributions in terms of validity and appropriateness and forwarding these to the HSC secretariat in time to meet publication deadlines;
  - d. monitoring distribution of the CIRL and IRG within his agency and to its appropriate field collectors; and
  - e. stimulating comments, criticism and suggestions for improving the utility to that agency of the CIRL and IRG and for communicating these to the HSC Executive Secretary.
2. The HSC Secretariat will:
  - a. provide the contact point between the agencies' CIRL representatives and the HSC;
  - b. maintain communications with agency representatives concerning publication schedules and send contribution notices for the CIRL and IRG series;
  - c. provide background material, briefings, and other support to the agency representatives, as requested;
  - d. collate and edit contributions from HSC agencies to ensure that the valid needs of all intelligence producers are taken fully into account and that any contradictions or duplications are avoided;
  - e. type, proof, print, and distribute the publications to member agencies;

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7E19	Hqs	
REMARKS:		
<p>The attached copies are for the SIGINT Secretariat and the USIB Secretariat.</p>		
FROM:		
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FORM NO. 241 1 FEB 55		REPLACES FORM 36-8 WHICH MAY BE USED. (47)

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